

# Master trusts: notifying us of a triggering event

For guidance on notifying us of a triggering event, please visit [www.tpr.gov.uk/trustees/master-trust-duties.aspx](http://www.tpr.gov.uk/trustees/master-trust-duties.aspx).

You have seven days from the date of the triggering event to notify us, so we recommend sending the form by email. However, if you are unable to email and choose to notify us by post, you should obtain proof of posting as we may need to see this. Please complete all sections of this form in full, but do not delay the submission of the form if you do not yet have all the information required.

This form can be:

- ▶ completed electronically using Adobe Reader (version 8 and above) and emailed to [regulatorytransactions@tpr.gov.uk](mailto:regulatorytransactions@tpr.gov.uk); or
- ▶ printed, completed by hand (please use block capitals) and posted to Regulatory Transactions, The Pensions Regulator, Napier House, Trafalgar Place, Brighton BN1 4DW

Please note that we will use the information provided in exercising our functions and may contact you for further information.

## Details

Master trust (or relevant product series) name

PSR number

What type of triggering event are you notifying us of? Select all that apply.

An insolvency event has occurred in relation to a scheme funder.

A scheme funder has become unlikely to continue as a going concern, where the scheme funder is a person or body of a kind that meets requirements prescribed under section 129(1)(b) of the Pensions Act 2004.

A scheme funder has decided to end the relationship or arrangement with the master trust scheme by virtue of which it is a scheme funder.

A scheme funder has ended the relationship or arrangement with the master trust scheme by virtue of which it is a scheme funder.

A scheme funder, scheme strategist or the trustees have decided that the master trust scheme should be wound up, where the person making the decision has power to do so under the scheme or the rules of the scheme.

An event has occurred which is required or permitted by the scheme or the rules of the scheme to result in the winding up of the master trust scheme.

The trustees have decided that the master trust scheme is at risk of failure and so it is necessary for one of the continuity options to be pursued (see section 23 Pension Schemes Act 2017).

Date of triggering event (as per the table in section 22(6) Pension Schemes Act 2017)

Notification should be submitted within seven days of the triggering event

Please provide details of the triggering event and events that led up to it.

Is there a plan in place to resolve the triggering event or transfer members out and wind up the scheme?

Yes      No

If yes, please attach a copy of the plan. The plan should include any activities and steps you intend to undertake along with anticipated timescales for each of these activities/steps.

If no, please confirm the estimated timescale for when you expect to be able to forward your plan, where applicable.

Please confirm how the scheme will comply with the prohibition on increasing charges during the triggering event period.

Is the statement of annual administration charges attached?

The statement of administration charges must be submitted within seven days of the triggering event and may be submitted separately from this notification.

Yes

No

You are required to notify the employers relating to the master trust of the occurrence of the triggering event. Please advise how this obligation will be met.

## Declaration

Please tick to confirm:

that the information you have provided is true and correct to the best of your knowledge and belief

that you understand that it is a criminal offence knowingly or recklessly to provide us with false or misleading information

that you, or the contact person, are willing to receive any correspondence from us in relation to this notification by email at the contact email address given below

Signature

if form sent by post

Full name

Role in relation to scheme:

Scheme trustee

Scheme funder

Scheme strategist

Role within your organisation

if different to the above

Organisation name

Contact address

Contact email address

Contact telephone number

Date form completed

Contact details if different from above

Full name

Role in relation to scheme:

Scheme trustee

Scheme funder

Scheme strategist

Role within your organisation  
if different to the above

Organisation name

Contact address

Contact email address

Contact telephone number